



Needs Assessment

- What is a Needs Assessment?
 - A systematic way of describing the way things are and
 - An exploration of the way things should be



Needs Assessment

- is required by several areas of No Child Left Behind



NCLB Requirements

- Targeted assistance programs
- Schoolwide plans
- Migrant education programs/plans
- School library media improvement
- Comprehensive school reform
- Teacher and principal training and recruiting
- Safe, orderly, and drug-free schools
- Programs for homeless children



Needs Assessment

- Helps identify the most pressing problems
- Helps target the use of limited resources in the most effective ways
- Helps identify solutions



Sources of Data

- Surveys
- Interviews
- Focus groups
- Observations
- Documents and archival data
- Census data
- Budgets
- Strategic plans
- Proposals
- Research
- Evaluations
- Meeting minutes
- Critical Incident technique
- Suggestion box

Needs Assessment

- Can be broken into three phases
 - Preassessment or exploration
 - Assessment or data gathering
 - Postassessment or utilization

Preassessment or exploration

- Set up a management plan
- Define general purpose
- Identify need areas and issues
- Determine data to collect, sources, methods, and potential uses of data

Assessment or data gathering

- Determining scope, context, and boundaries
- Gather data on needs
- Set preliminary priorities
- Perform causal analyses
- Analyze and synthesize data

Postassessment or utilization

- Set priorities based on needs
- Consider alternative solutions
- Develop action plan to implement solutions
- Evaluate the needs assessment
- Communicate the results



Managing Data

- Cross tabulating sources of information with questions to be asked eliminates redundancy and target the efforts



Handling the data

- Collect from more than one source
- Have a plan for analyzing and reporting results
- How will the data be stored, be accessible, yet protect confidentiality of participants

Not just data

- Needs assessment is not just collecting data
- Builds consensus by engaging all participants
- A process of decision making, not an isolated activity

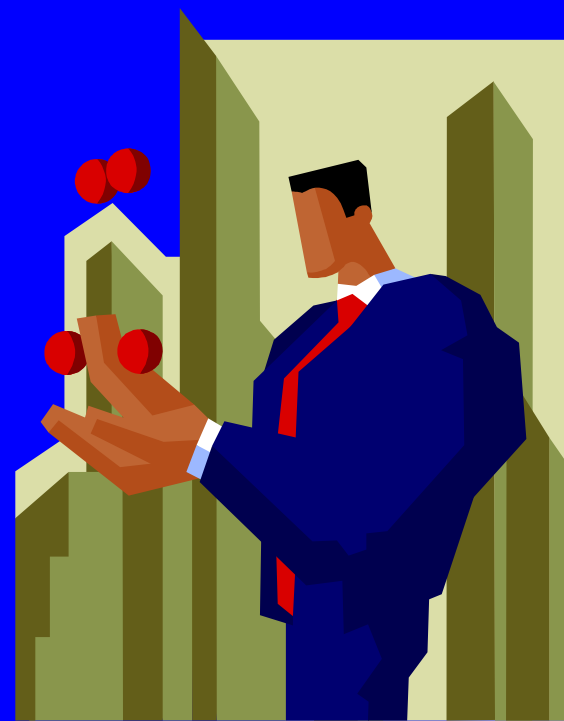


Include

- Political considerations when conducting needs assessment – the possible as well as the ideal
- Needs of all groups of students

SBR Solutions

- NCLB requires the use of scientifically based research when using NCLB funding to provide supplemental programs and professional development activities, so SBR should be considered when exploring solutions



Resources

- www.ed.gov/pubs/Idea_PlanningStep_2.html
Implementing Schoolwide Programs: An Idea Book on Planning
- Witkin, B.R. & Atlschuld, J.W. Planning and Conducting Needs Assessment: A Practical Guide